

HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

AUGUST 19, 2019

7:00 P.M.

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. August 5, 2019 meeting minutes
 - 3. COMMUNICATIONS
 - a. Dividend Payments – MMA Workers Compensation Fund
 - 4. REPORTS
 - a. Finance & Administration Committee Minutes – 7/15/2019
 - b. Infrastructure Committee Minutes – None
 - c. Planning & Development Committee Minutes – None
 - d. Services Committee Minutes - None
- C. PUBLIC COMMENTS
- D. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS
 - 2. PUBLIC HEARINGS
 - 3. NOMINATIONS – APPOINTMENTS – ELECTIONS
 - 4. UNFINISHED BUSINESS - None

NOTE: The Council will take a 5-minute recess at 8:00 pm.

MONDAY

AUGUST 19, 2019

7:00 P.M.

AGENDA

5. NEW BUSINESS

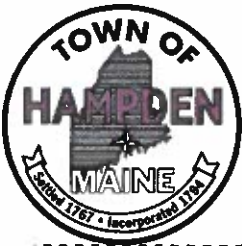
- a. Council approval to accept \$10,000 deposit into Reserve Account G 3-717-00 FY20 to repay the down payment for the Dump Truck—*request from Director of Public Works, Sean Currier*

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. ADJOURNMENT



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

AUGUST 5, 2019

7:00 P.M.

Attending:

Mayor McPike
Councilor Wilde
Councilor Marble
Council Wright

Attorney Ed Bearor
Interim Town Manager Paula Scott
Council Jarvi
Council McAvoy

Mayor McPike called the meeting to order at 7:00 P.M.

- A. PLEDGE OF ALLEGIANCE – Mayor McPike led the Pledge of Allegiance
- B. CONSENT AGENDA - Councilor Marble motioned to approve the consent agenda, seconded by Councilor Jarvi. Unanimous 6-0

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. July 15, 2019 meeting minutes

3. COMMUNICATIONS

- a. Victualer's licenses – Circle K, McLaughlin's at the Marina

4. REPORTS

- a. Finance & Administration Committee Minutes – None
- b. Infrastructure Committee Minutes – 4/22/2019
- c. Planning & Development Committee Minutes – None
- d. Services Committee Minutes - None

- C. PUBLIC COMMENTS - None

D. POLICY AGENDA

- 1. NEWS, PRESENTATIONS & AWARDS
- 2. PUBLIC HEARINGS

NOTE: The Council will take a 5-minute recess at 8:00 pm.

MINUTES

- a. Approval of a new Victualer's license for Pizza Gourmet. Councilor Marble moved to open the Public Hearing, Councilor Jarvi seconded. No public or council comments. Unanimous 6 – 0 Council Marble moved to close Public Hearing, Councilor Wright seconded. Unanimous 6 - 0 Councilor Marble moved to approve new Victualer's license for Pizza gourmet, councilor Wright Seconded. Unanimous 6 - 0
- b. Approval of a new Liquor License for Pizza Gourmet. Councilor Marble moved to open Public Hearing, Councilor Wright seconded. No public or council comments. Unanimous 6 – 0. Councilor Marble moved to close Public Hearing, Councilor Wright seconded. No public or council comments. Unanimous 6 – 0. Councilor Marble moved to approve a new Liquor License for Pizza Gourmet, councilor Wright seconded. Councilor Jarvi expressed confusion on making a new business motion under Public Hearing. He stated" that for future consideration when we come out of Public Hearing the next item will become New Business." Mayor McPike stated "that is the way it has always been done." Councilor McAvoy said that if we followed a procedure we would have to go through the motion process. Councilor Wright agreed and added that we may have to put it into another meeting for consideration. Councilor McAvoy pointed out that he did understand Councilor Jarvi's confusion on this matter. Interim Town Manager Paula Scott advised that Victualer's license is covered under ordinance and Liquor License is covered under Statute, and that Towns were given the option to handle these for a new applicant under a Public Hearing process and it does speak to that in our ordinances which is reflective of statute. Mayor McPike took a vote. Unanimous.

2. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Council vote, or designation for Vice President and Executive Committee members for the annual MMA election. Mayor McPike recused himself for this item, and appointed Councilor Marble as Mayor who turned this part of the meeting over to Interim Town Manager Paula Scott. She stated there are three positions open for the executive committee, all are unopposed. Mayor McPike has been nominated and accepted to be on the committee as a replacement member. This vote will allow the Town of Hampden to put forth our vote on these committee members and the Vice President of the MMA. The council has the pleasure of voting whether they would like to vote as a block, as one member or have the Town Manager vote on the council's behalf. Councilor McAvoy mentioned that in the past it has been the Town manager. Councilor Wright motioned for the Town manager to vote for the MMA slate, councilor McAvoy seconded. Unanimous 6 - 0

MINUTES

- b. Appointment of Richard Tinsman to the Planning Board as a full member – *referral from Planning & Development Committee. Councilor Jarvi motioned for appointment of Richard Tinsman to the Planning Board as full member, Councilor McAvoy seconded. Mayor McPike commended citizens for serving their community. Unanimous 6 - 0*

3. UNFINISHED BUSINESS - None

4. NEW BUSINESS

Councilor Jarvi moved to suspend Council rules for consideration of New Business to address item "D. 5. m." out of order. Councilor Marble seconded. Unanimous 6 - 0 Please see minutes for this item in it's original place and note that it was moved out of order.

- a. Council approval to engage the firm of James W. Wadman, C.P.A., for audit services for fiscal year FY19 – *referral from Finance & Administration Committee. Councilor Wright motioned approval of James W. Wadman, C.P.A. for audit services, seconded by Councilor McAvoy. Unanimous 6-0*

Resolution 2019 - 115

- b. Council award of the paving bid to Hopkins Construction– *referral from Finance & Administration Committee. Councilor Wright motioned to award bid to Hopkins Construction, Councilor McAvoy seconded. Unanimous 6 -0*

Resolution 2019 - 116

- c. Request for authorization for the expenditure of \$20,000 from Paving Reserve Account (3-761-00) for the purpose of paving sidewalks and ADA ramps at the Town office – *referral from Finance & Administration Committee. Councilor Wright motioned expenditure not to exceed \$20,000 from the Paving Reserve Account (3-761-00) for paving sidewalks and ADA ramps at the Town office, Councilor Jarvi seconded. Unanimous 6 -0*

Resolution 2019 - 117

- d. Request for authorization for the expenditure of \$20,000 from Paving Reserve Account (3-761-00) for the purpose of additional funds for

MINUTES

paving roads to supplement operating expense funding shortfall – *referral from Finance & Administration Committee. Councilor Wright motioned for the expenditure not to exceed \$20,000 from Paving Reserve Account (3-761-00) for the purpose of additional funds for paving roads to supplement operating expenses, seconded by Councilor McAvoy. Unanimous 6 – 0*

Resolution 2019 - 118

- e. Request for authorization for the expenditure of \$25,450 from Paving Reserve Account (3-761-00) for the emergency bank stabilization and repair of Laskey Lane, funds to be reimbursed by Environmental Trust – *referral from Finance & Administration Committee. Councilor Wright motioned for the expenditure of \$25,450 from paving Reserve Account (3-761-00) for the emergency bank stabilization and repair of Laskey Lane to be reimbursed by the Environmental Trust, seconded Councilor McAvoy. Unanimous 6-0*

Resolution 2019 -119

- f. Request for authorization for the expenditure of \$8,417 from Paving Reserve Account (3-761-00) for repair of on-going groundwater and storm drain issues on Coldbrook Road, to be reimbursed by Environmental Trust – *referral from Finance & Administration Committee. Councilor Wright motioned for the expenditure not to exceed \$8,417 from Paving Reserve Account (3-761-00) for repair of on-going groundwater and storm drain issues on Coldbrook Road to be reimbursed by Environmental Trust, seconded by Councilor McAvoy. Unanimous 6 – 0*

Resolution 2019 – 120

- g. Request for authorization for the expenditure of an amount not to exceed \$2,000 from Library Reserve Account (3-763-00) for the purpose of paving the sidewalk at the Edythe Dyer Library – *referral from Finance & Administration. Councilor Wright motioned to approve the expenditure not to exceed \$2,000 from the Library Reserve Account (3-763-00) to pave the sidewalk at Edythe Dyer Library, Councilor McAvoy seconded. Unanimous 6 – 0*

Resolution 2019 – 121

- h. Request for authorization for the expenditure of \$21,380.36 from the Environmental Trust, Income for the purpose of reimbursement of eligible stormwater management expenses to close out FY19 – *referral from Finance & Administration Committee. Councilor Wright*

MINUTES

motioned to approve the expenditure not to exceed \$21,380.36 from the Environmental Trust for the purpose of reimbursement of eligible stormwater management expenses to close out FY 19, seconded by Councilor Marble. Unanimous 6 – 0

Resolution 2019 - 122

- i. *Request for an abatement in the amount of \$65.14 for uncollectible taxes, interest and penalties on a demolished mobile home – referral from Finance & Administration Committee. Councilor Wright motioned to approve an abatement not to exceed \$65.14 for uncollectible taxes, interest and penalties on a demolished mobile home, Councilor Marble seconded. Unanimous 6-0*

Resolution 2019 - 123

- j. *Council Order 2019-06 Authorizing the Establishment of a Tax Club for 2020 Taxes – referral from Finance & Administration Committee. Councilor Wright motioned to authorize Order 2019-06 establishment of a Tax Club, Councilor Marble seconded. Mayor McPike asked Interim Town Manager Paula Scott to explain the definition of the Tax Club. Her response was that the Tax Club is historically designed so that residents can make monthly payments on their taxes without interest once the due date has gone by. Councilor McAvoy questioned the circumstance of a resident not participating in this program and making payments," would there be an interested charge for them?" Interim Town Manager responded that unless a resident does sign up for this program, they are charged interest. Councilor Wright commented that the interest rate is \$.13 a day. Unanimous 6 – 0*

Resolution 2019 - 124

- k. *Acceptance of Ammo Park sewer – referral from Infrastructure Committee. Mayor McPike turned this over to Interim Town Manager Paula Scott who stated this was discussed at the July 29, 2019 Infrastructure Meeting. All of the inspections have been performed and passed. Public Work Director Sean Currier has given his approval to move forward. The easement has been prepared and the Town's attorney is waiting for approval from the Council before he files it at the registry. Councilor Wright motioned for approval, Councilor Marble seconded. Unanimous 6 – 0. Council Jarvi requested a reopening and reconsideration of discussion of the Acceptance of Ammo Park making mention of Public Works Director Sean Currier*

MINUTES

asking for "conditional acceptance". Councilor Jarvi questioned how they can make a motion of "acceptance of Ammo Park", when Sean Curriers request for "conditional acceptance". Interim Town Manager stated that the only condition to be solidified was for the easement procurement, and that has been completed, so she would think that the original motion would stand. Councilor McAvoy stated that he believes they have to vote again on the reconsideration to open the discussion. Interim Town Manager Paula Scott, in looking at her notes stated that we can continue with the vote to vote on the opening of discussion for reconsideration on the original vote of Acceptance of Ammo Park, or we can just vote again on the Acceptance of Ammo Park "either way". Councilor Jarvi stated that they would revote on the original motion. Mayor McPick stated there does not to be a motion on the original vote and asked all in favor. Vote stood as originally voted. Unanimous 6 -0

Resolution 2019 - 125

- l. Acceptance of Webb Drive – referral from Infrastructure Committee. Mayor McPike handed this over to Interim Town Manager Paula Scott who stated that this was addressed at the July 29, 2019 Infrastructure Meeting and that the road is complete, testing has been signed off by Woodard and Curran, Public Works Director Sean Currier has inspected and everything is up to standard for road acceptance. The only piece that is remaining is for our preparation of the Deed once the Council has accepted it*
- m. Request for Council endorsement of HR 763, An Act to Create a Carbon Dividend Trust Fund – requested by Councilor Jarvi. Council began to read an unannounced document. Mayor McPike asked if members of the public had any comments. Chloe Lawrence of 82 Meadow Rd. in Hampden read her concerns for the environment, and her opinions on the subject. Mayor McPike instructs Councilor Jarvi to read his original document, but not all of it. (Inaudible) Councilor Marble seconded ????????????????*

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

- G. COUNCILORS' COMMENTS – Councilor McAvoy made a reminder of Children's Day, enjoyment of the beautiful weather, and a reminder to shop locally and buy American.

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MONDAY

AUGUST 5, 2019

7:00 P.M.

MINUTES
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- H. ADJOURNMENT – With no further business, the meeting adjourned at the conclusion of the executive session.

Respectfully Submitted

Nikole Jensen
Recording Clerk

Exhibit A



Memorandum

TO: Town Council
FROM: Paula Scott, Interim Manager
DATE: August 2, 2019
RE: Manager's Report

The following represents a summary of activities and items of interest to Council:

Route 1A project

Director Currier attended a pre-construction meeting on August 2nd and received information regarding the utility work. Although the project has been pushed back to spring of 2020, utility work will begin this year. There will be another pre-con meeting in the spring, closer to commencement. We have scheduled a public informational meeting with MDOT for August 29th at 6:00 p.m. here in the council chambers. All abutters are going to be notified, as well as the RSU, BACTS and the BAT bus. We will also advertise on our website and social media.

Paving

Now that the bids are in and the award has been granted, the paving program will be commencing. Roads slated for paving are the following: Mayo, Coldbrook, Carey Circle, Commerce Court, Daisey Lane, Charles, William, George Streets, Horseshoe Lane, Canoe Club Rd., Elm Street East and West and Old Coldbrook Rd. We will keep the public informed of the progress through our website and social media.

Western Avenue Parking & Stormwater project

Plymouth Engineering completed the survey work on the wooded buffer that was stipulated in the permit, and Rec Director Abbot filed it at the Registry of Deeds on July 17th, well before the deadline. Scott confirmed that while the permit stipulates that we begin work within a year, the work can be on any facet, whether stormwater, the right turn lane, or tree work, for example. I have discussed the need for some in house, in-kind work with Director Currier. Once we have finished making winter sand, he believes that DPW will be able to begin removing sod and doing some prep work for the right-hand turn lane. Final engineering as well as the next steps for project RFP(s) will be discussed at the August 12th Services Committee meeting.

Fiberight/MRC

On Tuesday July 30th, I was given a tour of the Fiberight facility and I have to say that it made me stop and think about trash in a whole new way. I have spoken with the Community liaison for Coastal, and we are going to work on setting up a tour for our transfer station attendants. Director Currier and I also met with Shelby in her role as the

community contact, and she is helping us with our lists of acceptable and unacceptable waste for educational purposes.

Chevron settlement award

On July 30th, Town Planner Karen Cullen received notification that the State and Federal Natural Resources Trustees responsible for the distribution of the Chevron settlement have released the draft restoration plan and damage settlement. This is open for public comment, and the link to the report is on Hampden's website. This report proposes that four projects be funded in a total amount of \$800,000. One of the funded projects is in Hampden and which was submitted by Lane Construction Company to replace an undersized culvert under the main driveway into their site on Main Road North. This is funded in the amount of \$45,000, with a match of in-kind construction by Lane of between \$45 and \$50,000. The largest amount of funding is being awarded to the Town of Charleston for their headwaters program. This will replace five undersized culverts on public road crossings and will also restore miles of diverse fish and aquatic habitats in the tributaries that enter the Penobscot upstream from the site. When I read the report, I had a sense of regret to think that the project receiving the most funding is the farthest away. Unfortunately, at the time this was opened for application, the need to commit to matching funds was a deterrent in submitting the Old County Rd. culvert as a potential project. Additionally, we were unaware of the need to dredge the river. I suspect that both may have been funded. The by-product of the award to Lane's project is the fact that their culvert replacement will complement the work we will be doing on Sucker Brook through the Compensation Fee Utilization Fund.

Continuity of Operations

The influx of recent changes in the office has necessitated town personnel to take on additional duties, many times those which are not necessarily in the wheelhouse of the person taking them on. We also still have Junior staff that are continuing to be trained in their primary responsibilities as well as responsibilities for Deputy and support staff tasks. These employees have handled these changes with grace and aplomb and with the spirit of service to the community. They have certainly made my life easier this past month and I would like to thank each and every one of them. As a reminder, Jr. staff will be building the Council agenda & packet for the 19th with oversight by Karen. I trust that Council will be charitable in any minor deviations while they learn. Public Safety Director Bailey will be the acting Manager and is available to handle anything that may come. I will also be available by phone, and remote computer access if necessary.

Exhibit B

STATEMENT AT TC 8-5-19

I STAND IN OPPOSITION TO THIS AGENDA ITEM

MY OPPOSITION IS NOT BASED UPON THE SUBSTANCE OR THE MERITS OF THE PROPOSED LEGISLATION. MY OPPOSITION IS BASED UPON THE FACT THIS ITEM IS NOT IN ANY WAY RELATED TO TOWN BUSINESS.

THE TOWN COUNCIL IS CONSTITUTED, BY TOWN CHARTER, TO GOVERN THE TOWN IN A MANNER CONSISTENT WITH THE BEST INTEREST OF ITS CITIZENS. OUR ELECTIONS ARE NONPARTISAN IN NATURE. CONSEQUENTLY, WE, AS TOWN COUNCILORS, ARE EXPECTED TO CONDUCT OURSELVES IN A NONPOLITICAL MANNER.

AT SOME POINT THERE WAS A QUESTION OF LEGALITY OF THE ACT BEFORE US. OUR INTERIM TOWN MANAGER ADDRESSED THAT ISSUE IN A MEMORANDUM DATED JULY 30, 2019. THE LAGALITY QUESTION WAS PRESENTED TO THE TOWN'S ATTORNEY AND THE RESULT WAS THAT THIS ACTION IS, IN HIS OPINION, LEGAL. WHETHER OR NOT THIS ACT IS LEGAL, IS NOT THE QUESTION WHICH WE MUST CONCERN OURSELVES WITH. THE SUBSTANTIVE QUESTION IS, WHY IS THIS PROCLAMATION BEFORE US. THE ANSWER TO THAT IS CONTAINED IN THE VERY FIRST SENTENCE OF THE ATTORNEY'S OPINION, AND I QUOTE, "THIS PROCLAMATION, LIKE SIMILAR REOLUTIONS, IS, IN ESSENCE, AN EXPRESSION OF POLITICAL SENTIMENT", UNQUOTE. FURTHER INTO THE MEMORANDUM, THE INTERIM TOWN MANAGER PROVIDES FURTHER EVIDENCE THAT THIS ACT IS ONE OF POLITICS

AND NOT OF POLICY. QUOTE, "IF A COUNCILOR BELIEVES THAT ENDORSING ANY GOVERNMENTAL ACT BY PROCLAMATION OR RESOLUTION IS SOMETHING COUNCIL SHOULD NOT EVER DO, THAT IS A PHILOSOPHICAL DISCUSSION", END QUOTE. THE INVERSE IMPLICATION IS THAT IF A COUNCILOR BELIEVES THAT THE COUNCIL SHOULD ENDORSE SUCH A PROCLAMATION OR RESOLUTION, THAT TOO, IS A PHILOSOPHICAL POSITION. PHILOSOPHIC POSITIONS ARE OFTEN TIED TO IDEOLOGY, WHICH IN TURN, IS OFTEN REFLECTED IN THE POLITICAL PREFERENCE OF THE COUNCILOR. SO, HERE WE ARE. DO WE, AS COUNCILORS, USE OUR POSITIONS TO FURTHER A POLITICAL CAUSE, OR, DO WE CONTINUE TO MAINTAIN OUR NONPARTISAN PROCESS OF DOING THE TOWN'S BUSINESS. I ENCOURAGE THE LATTER.

I ALSO WANT TO ADDRESS 'HOW' WE GOT HERE. IN THIS PARTICULAR CASE THERE WERE SOME PROCEDURAL ANOMOLIES, BUT THE PROPOSITION GOT HERE THE SAME WAY MOST ISSUES ARRIVE BEFORE THE TOWN COUNCIL, BY REFERRAL FROM A COMMITTEE. AS I STATED BEFORE, THE PURPOSE OF THE TOWN COUNCIL IS TO GOVERN THE TOWN IN THE BEST INTEREST OF ITS CITIZENS. THAT GOVERNANCE IS DEPENDENT UPON THE EFFICIENT USE OF COMMITTEES WHICH ARE DESIGNED TO PROVIDE AN OPEN AND TRANSPARENT VENUE WHERE COUNCILORS DISCUSS TOWN BUSINESS WHICH MAY RESULT IN A REFERRAL TO THE TOWN COUNCIL FOR ITS CONSIDERATION. THESE COMMITTEE MEETINGS, AS WELL AS THE TOWN COUNCIL MEETINGS, ARE NOT PUBLIC FORUMS. CITIZENS ARE ENCOURAGED TO ATTEND AND PARTICIPATE IN THE PROCESS,

BUT, NONBUSINESS MATTERS ARE NOT APPROPRIATE FOR CONSIDERATION AT THESE MEETINGS. AS DETERMINED BY OUR ATTORNEY, AND VALIDATED BY THE INTERIM TOWN MANAGER, THE ISSUE BEFORE US IS POLITICAL AND CONSEQUENTLY, INAPPROPRIATE BY NATURE. A MAJORITY VOTE IN FAVOR OF THIS PROPOSAL WILL ULTIMATELY RESULT IN THE CONVERSION OF THE COMMITTEE AND COUNCIL MEETINGS FROM POLICY DISCUSSION VENUES INTO POLITICAL INTEREST VENUES, OTHERWISE KNOWN AS PUBLIC FORUMS. MY OPINION IS THAT THIS IS NOT A DIRECTION WHICH WILL BE IN THE BEST INTEREST OF OUR CITIZENS.

I YIELD THE FLOOR

Exhibit C

Statement on Carbon-Tax Proclamation

from

Council Member Eric Jarvi

Mr. Mayor – The purest form of democracy is participatory. In addition to our regular duties as Council members, it is not uncommon to spend time representing the town in a wide circle of external relationships, such as working with state legislators on city-related bills and working with the National League of Cities, the U.S. Conference of Mayors, and other national public interest groups on municipal issues pending before Congress or federal regulatory agencies.

Further legal opinion (included in our Council packet) from Senior Staff Attorney Richard Flewelling states “it is not illegal or inappropriate for a public body, such as a Town Council, to adopt a resolution.”

To further illustrate the legitimacy of this action, I refer Council members to an Associated Press article cited in the Bangor Daily News describing how the Town of Wiscasset has endorsed the passage of Senate legislation (S 1985) entitled “Sensible, Timely, Relief for America’s Nuclear Districts’ Economic Development”.

I believe we have been assigned this mountain to show, as others have, that it can be moved and by the strength and sentiment of public comments during the P&D committee meetings and tonight’s Council meeting, Hampden citizens have made a reasonable request of this Council and the motion should therefore be endorsed.

Thank you.



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
P.O. Box 9109
Augusta, Maine 04332-9109

Telephone No.

(207) 626-5583
(800) 590-5583 Maine Only
Fax No. (207) 626-0513

DATE: July 24, 2019

TO: Members of the Workers Compensation Fund and the Property & Casualty Pool

FROM: Michelle Pelletier, CPCU, AU
Director, Risk Management Services

RE: Dividend Payments

We are pleased to announce that the Board of Trustees of the **MMA Workers Compensation Fund** voted at its May 23, 2019 meeting to allow a total dividend of no more than \$650,000 to the members of the Fund who meet the established criteria. Continuing members whose 2018 contributions are greater than \$25,000 annually, whose 2018 loss ratio is less than 40% and whose three-year loss ratio is less than 75% will receive a 5.02% dividend. Continuing members whose 2017 contributions are less than \$25,000 annually and whose loss ratio is less than 50% for the three years ending December 31, 2017, will also receive a 5.02% dividend. All losses are valued as of June 30, 2019.

The Board of Directors of the **MMA Property & Casualty Pool** voted at its May 23, 2019 meeting to allow a dividend to current members of the Pool who meet the established criteria. To earn a dividend, a member must have a loss ratio of 50% or less for the qualifying year of July 1, 2017 to July 1, 2018, calculated and valued as of June 30, 2019. Continuing members whose participation began on July 1, 2013 or prior will earn a 5.5% dividend and members who joined after July 2, 2013 will receive a 4.5% dividend.

Cost savings are realized in providing services to members who participate in both the Property & Casualty Pool and the Workers Compensation Fund. In recognition of the savings, both boards voted to add 1% to the dividends for each program for members who qualify and earn a dividend. If you are among the members who participate in both the Workers Compensation Fund and the Property & Casualty Pool, and you earned a dividend for either or both programs, the additional 1% has been included in the calculation.

Your entity has played a big part of making the Workers Compensation Fund and the Property & Casualty Pool successful programs through good risk management and sound loss prevention. Each of the respective boards are pleased with the results of these programs and thanks you for your support and continued participation. The final dividend distribution for the Workers Compensation Fund and Property & Casualty Pool totals \$1,249,880.

We encourage you to use the enclosed press release to announce the results of your successful risk management activities and good loss experience to your community. If you have any questions about the dividend or any of the Risk Management Services programs, please call me at 1-800-590-5583.

PRESS RELEASE
For Immediate Release

Municipal officials are pleased to announce that the **Town of Hampden** has received a **\$5,710** dividend check from the Maine Municipal Association as a result of its good loss experience and loss prevention programs.

The Maine Municipal Association offers three self-funded pools for municipal and quasi-public entities in Maine: the Workers Compensation Fund formed in 1978, the Property & Casualty Pool formed in 1987 and the Unemployment Compensation Fund formed in 1978.

The programs are overseen by governing boards of elected and appointed municipal officials. At its May meeting, the board approved another dividend distribution. Actual allocation and eligibility is based on the individual member's own loss experience. Michelle Pelletier, Director of Risk Management Services for MMA, said more than 79 percent of program participants received a dividend this year for their good risk management practices and favorable loss experience.

This year the Workers Compensation Fund has distributed almost **\$650,000** in dividends to participants and the Property and Casualty Pool has paid dividends of nearly **\$600,000**, for total payments of just over \$1.2 million returned directly to MMA members.

Maine Municipal Association has been paying dividends since 1997, the two programs have returned over **\$23 million** to participating members. For more information about any of the MMA Risk Management Services programs, including online training programs and other services, check the offerings on their website at www.memun.org and click on the Risk Management Services link, or call 1-800-590-5583.

		DATE	7/16/2019	CHECK NUMBER	BSBGF185637
INVOICE NUMBER	INVOICE DATE	DESCRIPTION	GROSS AMOUNT	DISCOUNT	NET AMOUNT
WC 2018 DIV	7/15/2019	Vchr: VO124468	\$5,710.00	\$0.00	\$5,710.00
PRINT BATCH		VENDOR CODE	PAY TO NAME		NET TOTAL
3,220		19280	TOWN OF HAMPDEN		\$5,710.00

THIS DOCUMENT IS PRINTED WITH A COLORED BACKGROUND ON WHITE PAPER.
THE BACK OF THIS DOCUMENT CONTAINS A WATERMARK. SEE BACK FOR ADDITIONAL SECURITY FEATURE DETAILS. 



Maine Municipal Association
60 Community Drive
Augusta, Maine 04330-9486

Bangor Savings Bank
Bangor ME 04401
Fed ID 01-6001159
Maine Sales Tax Exempt E45376

52-7438/2112

DATE	7/16/2019	CHECK #	BSBGF185637
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AMOUNT	\$5,710.00
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PAY Five thousand seven hundred ten and 00 / 100 Dollars Only *****

TO THE
ORDER
OF

TOWN OF HAMPDEN
MUNICIPAL BUILDING
106 WESTERN AVENUE
HAMPDEN, ME 04444

Second Signature Required if over \$20,000

⑈ 185637⑈ ⑆ 211274382⑆ 4020011222⑈

Town of Hampden

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, July 15th, 2019

6:00 P.M.

Hampden Town Office

MINUTES

Attending:

Councilor Wright, Committee chair

Mayor McPike

Councilor Ryder

Councilor Wilde

Councilor Marble

Councilor Jarvi

Paula Scott, Interim Manager

DPW Director Sean Currier

Pool Director Darcey Peakall

James W. Wadman, Auditor

Kelley Bowden, Auditor

1. Approval of Minutes

- a. **June 17, 2019** – *Councilor Marble made a motion, seconded by Councilor Jarvi, to approve the June 17th minutes. Unanimous, 7-0.*

2. Review & Sign Warrants – *Committee members reviewed and signed the disbursement warrants*

3. Unfinished Business

- a. **Status update of Council rules – requested by Councilor Marble** - *Councilor Marble updated that work had been done prior to budget and that it will be a topic for a committee meeting in the near future. Consensus is to have the clerk email the drafts to all members and add it to the agenda at the next Finance & Administration meeting.*

4. New Business

- a. **Review and discussion of the Town of Hampden's Public Officials liability coverage – requested by Councilor Wilde** – *No action, Interim Manager reported the findings on our Public Officials liability insurance as opposed to Directors and Officers Liability insurance.*
- b. **Recommend award of the Public Safety utility pick-up bid to Hight Ford of Skowhegan – recommended by Public Safety Director Bailey** – *Councilor Ryder made a motion, seconded by Councilor Wilde, to award the bid to Hight Ford of Skowhegan. Unanimous, 7-0.*
- c. **Recommend authorization for the expenditure of an amount up to \$15,000 from Lura Hoit Pool reserve account 3-771-00 for the purpose of repairing or replacing the HVAC system's motherboard at**

TOWN OF HAMPDEN
Finance & Administration Committee Meeting
07-15-2019
MINUTES

the Lura Hoit Pool – requested by Darcey Peakall, Pool Director – Director Peakall explained the lightening strike that caused the power surge to the HVAC mother board. DPW Director spoke regarding the two quotes and a third alternative quote that came in late. He has not had a chance to fully review them. He suggested making the referral not to exceed \$7,250. Councilor Jarvi made a motion, seconded by Councilor Wright to recommend authorization for an expenditure not to exceed \$7,250 to repair or replace the pool HVAC system's motherboard. Director Currier noted that he read the wrong amount, informing the committee. Councilor Jarvi made a motion to amend to \$7,275, seconded by Councilor Wilde. Motion to amend was unanimous, 7-0.

- d. Recommend authorization for the Interim Manager to sign the addendum to the Memorandum of Understanding of August 9, 2017 for the recoupment of funds – requested by Paula Scott, Interim Manager –** Councilor Marble made a motion, seconded by Councilor McAvoy to recommend authorization for the Interim Manager to sign the addendum to the Memorandum of Understanding of August 9th, 2017 for the recoupment of funds. Unanimous, 7-0.
- e. Recommend interest rate to be applied on abatements –** Councilor McAvoy made a motion, seconded by Councilor Marble, to recommend setting the interest rate for abatements at 2.5%. Unanimous, 7-0.
- f. Discussion and recommendation regarding compensation for the Interim Town Manager – requested by Councilor Wright –** Councilor Wright made a motion, seconded by Councilor Marble, to recommend compensation for the Interim Town Manager at \$87,000, retroactive to July 1st, rate of pay to continue as long as she serves in the capacity of Interim Manager. Unanimous, 7-0.
- g. Recommend approval for pre-scheduled vacation time for the Interim Town Manager – requested by Paula Scott, Interim Manager –** Councilor Marble made a motion, seconded by Councilor Wilde, to approve pre-scheduled vacation time for the Interim Manager. Unanimous, 7-0.
- h. Review and discussion of the 2018 Audit – presented by James Wadman, CPA –** Mr. Wadman, the Town's auditor, presented the FY18 Audit to Committee, explaining the state of all revenues and expenditures and identifying the fund balance.

5. Manager's Items - None

TOWN OF HAMPDEN
Finance & Administration Committee Meeting
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6. Public Comment -None

7. Committee Member Comments - None

8. Adjournment – *With no other business to conduct, the meeting adjourned at 6:55 p. m*

Respectfully Submitted,

A handwritten signature in black ink that reads "Paula A. Scott". The signature is written in a cursive, flowing style.

Paula A. Scott, Interim Manager



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

August 15, 2019

To: Paula Scott
From: Sean Currier
Subject: 2019 Equipment Reserve Reimbursement Request

I would like to request expenditure of funds from the operating budget Equipment Replacement account 10-01-20-01 be deposited in the Equipment Reserve account 3-717-00 in the amount of \$10,000.00 for reimbursement for the down payment of the new Western Star 6 yard plow/dump truck recently purchased in 2019 with FY20 funds.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Sean Currier", is written over a light blue horizontal line.

Sean Currier

Town of Hampden - Operations & Services Fiscal Program						Adopted FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	Change \$	
	Budget	Actual	Budget	Year to Date	YTD %	FY20 vs Cur	Notes
				May 2019	Variance	FY19	
MAINTENANCE/REPAIRS							
20-01 EQUIPMENT REPLACEMENT	103,479	103,479	135,160	140,212	103.7%	200,215	This includes the existing Lease Payments of 140,215 & 150,000 in new equipment, with \$10,000 to Reserve Reimbursement
20-05 EQUIP. MAINT.	65,000	60,286	65,000	56,619	87.1%	65,000	Level funding for regular equipment and vehicle maintenance.
20-15 COPIER	300	-	100	-	0.0%	100	
20-26 TIRES	12,200	12,109	9,800	7,814	79.7%	9,700	
20-55 MOWING	2,000	-	2,000	1,064	53.2%	2,000	(100) MGR NOTE: Concur with reduction by Dept Head
EQUIPMENT							
25-05 SAFETY	2,950	2,979	4,070	3,904	95.9%	3,440	
25-10 RENTAL	8,000	7,800	8,700	5,161	59.3%	5,900	(630) Purchase of Monitor for Safety Training in FY19 reduces this line for FY20.
PROFESSIONAL SERVICES							
30-01 ADVERTISING	2,800	688	2,800	355	12.7%	1,000	(2,200) MGR ADJ - reduced due to previous and current Fiscal Year trends
30-20 CONTRACTED SERVICES AND EQUIP	46,800	42,755	66,000	4,432	6.7%	33,245	(1,800) MGR ADJ - reduced due to previous and current Fiscal Year trends
30-21 DRUG/ALCOHOL SCREENING	843	786	843	466	55.3%	728	Original Request of \$73,245 Reduced by \$40,000 with the addition of a Capital Projects Manager (FY19 not fully billed by Consulting Engineer)
30-75 STREET CONSTRUCTION	-	665	303,000	-	0.0%	20,000	(115) Funding for Random Testing - Not controlled by the Town FY19 included Schoolhouse Lane Construction. Also Coldbrook Road Storm drain (\$20k) which may be eligible for Environmental Trust
30-76 SIDEWALK/STREET PAINTING	13,500	10,705	8,550	3,890	45.5%	13,400	(283,000) (Stormwater) Funding - Removed Bader Road Council ADJ - Restored for Street Painting every other year, and crosswalks annually
30-80 TRAINING/TRAVEL	5,000	1,345	5,000	5,817	116.3%	2,500	5,000
TOTAL HIGHWAY	1,888,302	1,812,389	2,032,308	1,548,923	76.2%	2,003,204	2,500
Adjusted Highway Costs Illustrated						1,703,204	(79,104)
						1,703,204	(329,104)

Paula - Can you put this on the next agenda for Council to accept into reserve? account 6-3-717-00? Thanks



Sherry Murray <sherry@hampdenmaine.gov>

budget

2 messages

Sean Currier <publicworks@hampdenmaine.gov>

Tue, Aug 6, 2019 at 7:49 AM

To: Tammy Ewing <financehr@hampdenmaine.gov>, Sherry Murray <sherry@hampdenmaine.gov>

i think that 10k was budgeted to go back to the equipment reserve if i remember correctly during the budget process to replace the down payment on a pick up truck. does this ring a bell?

Sean

Sean Currier
Public Works Director
Town of Hampden
106 Western Avenue
Hampden, ME 04444
(207)862-3337

Sean Currier <publicworks@hampdenmaine.gov>

Tue, Aug 6, 2019 at 7:49 AM

To: Tammy Ewing <financehr@hampdenmaine.gov>, Sherry Murray <sherry@hampdenmaine.gov>

dump truck....not a pick up truck.

sorry

Sean Currier
Public Works Director
Town of Hampden
106 Western Avenue
Hampden, ME 04444
(207)862-3337

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